



PUBLIC HEALTH MICROBIOLOGIST I OPEN SPOT – BERKELEY- RICHMOND CONTINUOUS TESTING

**NOTE: THIS BULLETIN CANCELS AND
SUPERSEDES THE BULLETIN ISSUED ON
AUGUST 10,1999.**

CALIFORNIA STATE GOVERNMENT SUPPORTS EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, GENDER, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION. IT IS THE OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

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| POSITION DESCRIPTION | <p>The Public Health Microbiologist I, under direction, performs, interprets, and reports appropriate tests on diagnostic and reference specimens; conducts and reviews quality control procedures; assists in training technical and professional personnel in developing procedures, in evaluating work of clinical and public health laboratories, and in preparing data for publication; directs work of laboratory assistants and technicians; and does other related work.</p> <hr/> <p>Positions exists with the Department of Health Services in Berkeley and Richmond.</p> |
| WHO SHOULD APPLY | <p>Applicants who meet the minimum qualifications as stated below. This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.</p> |
| HOW TO APPLY | <p>The testing office will accept applications continuously and will notify and test applicants as needs warrant. To learn more about the examination and testing arrangements, contact the testing office shown below. Applications are available and may be filed in person or by mail with:</p> <div><div>DEPARTMENT OF HEALTH SERVICES 714 P STREET, ROOM 850 P O BOX 942732 SACRAMENTO, CA 94234-7320</div><div>(916) 657-1423 TDD (916) 657-3042</div></div> <hr/> <p>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD</p> |
| CROSS-FILING INFORMATION | <p>If you meet the entrance requirements for this class and for Public Health Microbiologist II you may file for both examinations on a single application. Indicate the class title(s) for which you are applying on the application Form STD. 678.</p> |
| FILING DEADLINE | <p>There is no final filing date. Filing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.</p> |
| SALARY RANGES | <p>Range A: \$3110 - \$3568 per month. Range B: \$3405 - \$4103 per month. Recruitment and Retention of \$300 dollars a month.</p> <p>Range A. This range shall apply to persons who do not meet the criteria for payment in Range B.</p> <p>Range B. This range shall apply to persons who have satisfactorily completed the equivalent of six months of Public Health Microbiologist I, Range A, experience and may apply to persons who have possession of a valid Public Health Microbiologist's certificate issued by the California State Department of Health Services and one year of experience performing microbiological analyses in a public health or comparable laboratory. (Successful completion of the equivalent of eight quarter units of postgraduate work in the field of microbiology [i.e., Bacteriology, Virology, Mycology, Parasitology, or Immunology] may be substituted for six months of experience.)</p> |
| REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION | <p>IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU MEET THE EDUCATION AND/OR EXPERIENCE REQUIREMENTS STATED BELOW. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE <u>READ, UNDERSTOOD, AND POSSESS</u> THE BASIC QUALIFICATIONS REQUIRED.</p> <p>Note: Applicants must indicate the title and number of the certificate on the examination application (STD. 678). If you do not possess the required certificate, indicate the completion date of your training and/or date of approval from the California Department of Health Services, Laboratory Field Services, that you have successfully completed the requirements to take your certification exam for the Public Health Microbiologist certificate. Applications/resumes received without this information will be rejected.</p> |
| MINIMUM QUALIFICATIONS | <p>Possession of a valid Public Health Microbiologist's certificate issued by the California State Department of Health Services. (Possession of a Baccalaureate Degree with a major in Medical or Public Health Microbiology or equivalent subjects <u>and</u> six months' training in a public health laboratory or the equivalent are required for certification. Applicants who do not possess the required certificate but who are eligible for the examination for certification will be admitted to the examination, but they must secure the certificate before they will be considered eligible for appointment.)</p> |

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| SPECIAL PERSONAL CHARACTERISTICS | Color vision adequate to successfully perform the job. |
| TESTING PERIOD | A candidate may be tested only once during any testing period. The testing periods for this examination are January 1 through June 30 and July 1 through December 31. |
| EXAMINATION INFORMATION | <div>EDUCATION AND EXPERIENCE – WEIGHTED 100 PERCENT</div> <p>This examination utilizes an evaluation of each candidate’s experience and education compared to a standard developed from the Public Health Microbiologist I class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out their application. List all experience relevant to the “Position Description” and “Minimum Qualifications” shown on this announcement. Supplementary information will be accepted, but read the “Position Description” and “Minimum Qualifications” carefully to see what kind of information will be useful to the staff doing the evaluation.</p> <p>All competitors who meet the minimum qualifications will be placed in one of three ranks according to their depth and breadth of experience and education as related to the minimum qualifications for the Public Health Microbiologist I.</p> |
| ELIGIBLE LIST INFORMATION | Names of successful competitors are merged into the list in order of final scores regardless of date. Eligibility expires 18 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. The resulting eligible list will be used by the Department of Health Services to fill vacancies in Berkeley and Richmond. |
| VETERANS PREFERENCE | Veterans' preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points through the State Personnel Board. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACCEPTED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS. |

GENERAL INFORMATION

Applications are available at State Personnel Board office, through the internet at <http://www.spb.ca.gov>, at local offices of the Employment Development Department, and the Department noted on this bulletin.

If you meet the requirements stated on this announcement, you may take this examination, which is competitive.

The Department of Health Services reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules, and all competitors will be notified.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) Subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Veterans Preference: California law allows granting of veterans preference points in open entrance examinations and open nonpromotional examinations. Credit in open examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in open nonpromotional examinations is granted as follows: five (5) points for veterans, and 10 points for disabled veterans. Directions for applying for veterans preference points are on the Veteran Preference Application Form 1093 which is available from State Personnel Board Offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.
The California Relay (Telephone) Service for the Deaf or Hearing Impaired:
MCI from TDD: 1-800-735-2929 MCI from Voice Telephone: 1-800-735-2922
Sprint from TDD: 1-800-877-5378 Sprint from Voice Telephone: 1-800-877-5379